



**ADMINISTRATIVE MEMO #1-3-14-2005**

Date: March 24, 2005

To: Protection and Safety Staff

From: Todd Reckling

Signed by: \_\_\_\_\_, Administrator,  
Office of Protection and Safety

Re: Increase in payment to foster parents who provide transportation for children in their care

Effective date: **April 1, 2005**

Contact: Margaret Bitz (402) 471-9457 or Ruth Grosse (402) 471-7785

Due to the increase in gasoline prices, the Department has made a decision to provide a 10% increase in payment to transportation providers and foster parents who are providing transportation for children in their care. This increase becomes effective April 1, 2005. The increase does NOT apply to Protection and Safety contractors who provide transportation as part of one of the services under a child welfare contract. This program memorandum concerns the increased rate of payment for foster parents.

The following replaces Out-of-Home Guidebook, Section D., TRANSPORTATION FOR THE CHILD, 1. Foster Parent Transportation:

1. Foster Parent Transportation: One hundred miles of transportation is included in the monthly maintenance rate. The cost of transportation of 100 miles or less is considered to be a "usual" expense related to care of a child.

When a foster parent transports a child more than 100 miles within guidelines listed below, the foster parents can be reimbursed. As of April 1, 2005, the reimbursement is to be computed as follows: "The foster parents may receive **\$14.85** per month for each 50 miles, or portion thereof, above the initial 100 miles. (For example, if the foster parent drives the child a total of 85 miles/month, the foster parent would not be entitled to any additional payment. If s/he drives the child 125 miles/month, the foster parent would be entitled to an additional **\$14.85/month**.)

Originally, it might be difficult for the foster parent to provide a specific number of miles. Therefore, an estimate can be used. The worker should request that the foster parent keep a log for a period of time which usually would not exceed 3 months. The worker then can use the logged information to arrive at an average number of miles/month, and that figure can be used in authorizing payment. Periodically, but at least annually, the worker should obtain actual information from the foster parent to assure that mileage reimbursement remains correct.

In order to be counted as transportation for payment purposes, the following criteria must be met:

- a. The foster parents would not be doing the driving if the child were not there, that is, they would not be taking their birth child to the same location or driving for their family's own purposes;
- b. If more than one foster child is being transported, the transportation payment is divided evenly between the children; and
- c. The transportation need is documented in the case plan or in the narrative on N-FOCUS.

Service Areas will provide direction to staff on implementation of this increase. If you have questions, please contact Margaret Bitz or Ruth Grosse.